

**National Park Service**  
**Great Smoky Mountains National Park**  
**107 Park Headquarters Road**  
**Gatlinburg, TN 37738**



**Revised Application for Special Use Permit**

Please supply the information requested below. **Attach additional sheets, if necessary, to provide required information.** You will be notified of the disposition of the application and the necessary steps to secure your final permit. For special events, a non-refundable processing fee should be included and your permit may require the payment of cost recovery charges and proof of liability insurance naming the United States of America as also insured. Pursuant to the 2010 NPS Interim Regulations, parks have up to 10 days to process a fully executed application that seeks to engage in a demonstration or the sale or distribution of printed matter.

Applicant Name:	Organization Name:
Social Security #:	Tax ID #:
Street/Address:	Street/Address:
City/State/Zip Code:	City/State/Zip Code:
Telephone #:	Telephone #:
Cell phone #:	Cell phone #:
Fax #:	Fax #:
Email:	Email:
Description of Proposed Activity (include diagram if appropriate)	

*Complete as applicable to the proposed activity:*

Requested Location:			
Date(s):			
Event set up will begin: (date and time)	Event will begin: (date and time)	Event will end: (date and time)	Removal will be done: (date and time)
Maximum Number of Participants (best estimate)			
Maximum Number of Vehicles (attach parking plan)			
Support Equipment (list all equipment, attach additional pages if necessary)			
List support personnel (contractors, etc. including addresses and telephones; attached additional pages if necessary)			
Individual in charge of event on site (include address, telephone and cell phone numbers):			

	Yes	No
Is this an exercise of First Amendment Rights?		
Are you familiar with/ have you visited the requested area?		
Have you obtained a permit from the National Park Service in the past? (If yes, provide a list of permit dates and locations on a separate page.)		
Do you plan to advertise or issue a press release before the event?		
Will you distribute printed material?		
Is there any reason to believe there will be attempts to disrupt, protest or prevent your event? (If yes, please explain on a separate page)		
Do you intend to solicit donations or offer items for sale? (These activities may require an additional permit.)		

The applicant by his or her signature certifies that all the information given is complete and correct, and that no false or misleading information or false statements have been given.

Signature \_\_\_\_\_ Date \_\_\_\_\_

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Information provided will be used to determine whether a permit will be issued. Unless the cover letter that you received with this application stated otherwise, this completed application must be accompanied by an application fee in the form of a cashiers check or money order in the amount of \$50.00 made payable to **National Park Service**. Application and administrative charges are non-refundable.

**Completed applications should be submitted via one of the following methods:**

By Mail to:  Attention: Special Use Permits Great Smoky Mountains National Park 60 Enloe-Floyd Bottoms Road Cherokee, NC 28719	By Email to: <a href="mailto:grsm_special_use_permits@nps.gov">grsm_special_use_permits@nps.gov</a>  <b>Only</b> when payment is made on-line thru Pay.gov OR there is no fee associated with your event.
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**Note** that this is an application only, and does not serve as permission to conduct a filming project or any other use of the park. If your request is approved, a permit containing applicable conditions will be sent to the person designated on the application. The permit must be signed by the responsible person.

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**NOTICES**

**Privacy Act Statement:** The Privacy Act of 1974 (5 U.S.C. 552a) provides that you be furnished with the following information in connection with information required by this application. This information is being collected to allow the park manager to make a value judgment on whether or not to allow the requested use. Applicants are required to provide their social security or taxpayer identification number or activities subject to collection of fees by the National Park Service (31 U.S.C. 7701) Information from the application may be transferred to appropriate Federal, State, local agencies, when relevant to civil, criminal or regulatory investigations or prosecutions.

**Paperwork Reduction Act Statement):** This information is being collected subject to the Paperwork Reduction Act (44 U.S.C. 3501) to allow the park manager to make a value judgment on whether or not to allow the requested use. This information collection is required to obtain or retain a benefit. All applicable parts of the form must be completed. A Federal agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

**Estimated Burden Statement:** Public reporting burden for this form is estimated to average 45 minutes per response including the time it takes to read, gather and maintain data, review instructions and complete the form. Direct comments regarding this burden estimate or any aspects of this form to the National Park Service, Special Park Uses Program Manager, 1849 C Street NW (2460), Washington, D.C. 20240

## 10-930 GRSM Wedding Supplement

This form is designed to assist people in submitting all necessary information relative to an application for a wedding or related event in the Park. There is no need to list information here if it is included on the first page of the application. The failure to provide all necessary information may result in denial of the permit or in a delay in issuing the permit.

Bride Name:	Groom Name:
Mailing Address:	Mailing Address:
Phone Numbers:	Phone Numbers:
Email:	Email:

Minister/Officiant: (if not using a commercial wedding planner)
Church Name, City and State

*\*If you are using any of the following professional services please complete this section:*

Wedding Planner	Photographer
Minister/Officiant	Videographer

\*Wedding Planners/Officiants and Professional Photographers are required to have a Commercial Use Authorization (CUA) in order to conduct business in the national park.

### Transportation arrangements

Please consult the Park's policy with respect to the maximum number of people and cars at specific areas. If your plans call for more people than can reasonably be transported by the number of cars allowed, please describe how you intend to get participants to the event location:

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### Method of Payment: (check one)

Check/Money Order	Mastercard/Visa	PayPal	Debit Card
<b>Pay.gov Tracking ID number</b> (payment confirmation number) <i>Required</i>			#

### Reminders:

- Make a tentative reservation for a location/date/time before submitting your application. ([grsm\\_special\\_use\\_permits@nps.gov](mailto:grsm_special_use_permits@nps.gov))
- A reservation is required if you plan on using the Appalachian Clubhouse, Spence Cabin or a pavilion. ([www.recreation.gov](http://www.recreation.gov))
- Enclose payment or provide Pay.gov confirmation number.